

Morgan County Commission

77 Fairfax St

Berkeley Springs, WV 25411

Request for SEALED BID proposals – Complete roof replacement on two county buildings as described below.

All proposals are due by 1 PM on Wednesday, September 3, 2014. Proposals shall be provided in a sealed envelope, clearly marked as “Morgan County Roofing Project bids” and delivered to the Morgan County Commission office at 77 Fairfax St, Berkeley Springs, WV 25411.

The Morgan County Commission reserves the right, in its sole discretion to accept or reject any and all proposals submitted. The Commission reserves the right to award or not award the two roof projects in any combination that benefits the county. The county may award both roofs to the same contractor or award each to different contractors or may choose to only do one roof.

This project is a PREVAILING WAGE project according to the laws of West Virginia.

The successful contractor shall provide proof of a WV business license and a current certificate of insurance. The contractor must have liability insurance of at least 1 Million.

Roof replacements within this project:

- 1) Berkeley Springs Internal Medicine (BSIM) building located at 226 Gayle Drive, Berkeley Springs, WV 25411
- 2) Dyche-Kidwell Building located at 109 War memorial Drive, Berkeley Springs, WV 25411

Scope of work:

- 1) Contractor shall provide all labor, materials, supervision, equipment and incidentals required to provide a complete roofing system as described in this scope of work. It is understood that complete means any and all components and supplies required to finish the roof in its entirety along with the labor to install.
- 2) This project includes complete roof replacement of all shingle roof surfaces for two county buildings, the Berkeley Springs Internal Medicine (BSIM) building and the Dyche-Kidwell building. Pricing shall be provided for each roof separately as well as a combined price. If there is an applicable discount for both roofs combined, this discount shall be reflected in the total price amount.
- 3) For each building, provide complete tear off of all existing shingles, felt underlayment, ice and water dams, drip edges, all flashing, vent pipe boots and air vent boots.
- 4) For the Dyche-Kidwell building, remove and replace lightning protection system.
- 5) New roofing system shall include lifetime warranty architectural shingles, 30# felt, ice and water dams, all new step and counter flashing, standard 1” drip edge and all vent and pipe boots
- 6) Shingle color choice by owner. Contractor shall submit shingle sample to owner prior to installation.

- 7) Provide a per installed sheet price for replacement of plywood decking found defective during roof tear off. Contractor shall immediately notify the owner when any substandard decking that needs replacement is found.
- 8) Contractor is responsible for clean-up and proper disposal of all debris from the project. At completion of project, contractor shall use a magnet to pick up nails that may have fallen on the ground.
- 9) Contractor shall protect the owners property at all times. Contractor shall use the upmost care to prevent damage to any of the owner's property while performing the work of this project. Contractor shall take steps necessary to prevent water intrusion into the building between tear off of old roof until the new roof is fully installed.
- 10) Both buildings will continue to be used during the roof replacement. Contractor shall take steps to insure the safety of building occupants as they enter and exit the building.
- 11) Contractor shall provide warranty documentation for the approved shingles at the end of the project.
- 12) Contractor shall provide the county with a one year warranty against leaks or other defects in materials and/or workmanship.

Exclusions

- 1) The free standing building directly behind the BSIM building is excluded from this project.
- 2) The single ply rubber roof section of the Dyche-Kidwell building is excluded from this project

Project Pricing

Berkeley Spring Internal Medicine building bid price _____

Dyche-Kidwell Building bid price _____

Combined bid price for both roofs _____

Additional Pricing

Per sheet price for replacement plywood decking (installed) _____

Add a ridge vent to the Berkeley Springs Internal Medicine building _____

Add a ridge vent to the Dyche-Kidwell building _____ -

Sub-Contractor List

List all sub-contractors that will be utilized on this project. The successful bidder may not substitute sub-contractors without prior written permission of the County Commission.

- 1) _____
- 2) _____
- 3) _____

Terms and Conditions

- 1) The County Commission reserves the right to reject any or all proposals.

- 2) The County Commission reserves the right to waive technicalities and to take whatever action is in the best interest of the county.
- 3) The selected contractor shall not assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the County Commission.
- 4) Morgan County shall not be liable for any costs incurred by the contractor in regard to preparation of this proposal.
- 5) Termination for Convenience – Morgan County may terminate this project in whole or in part whenever the County Commission determines that such termination is in the best interest of the county, without showing cause. Morgan County shall pay all reasonable costs incurred by the contractor up to the date of termination
- 6) Termination for Default – When the contractor has not performed or has had unsatisfactory performance in execution of the scope of work, the County commission may terminate the project. Upon termination for default, payment may be withheld at the discretion of the County Commission.
- 7) Hold Harmless/Indemnification – The successful contractor shall indemnify and hold Morgan County, its agents and/or employees harmless from and against all liability and expenses, including all attorney's fees for any issue arising out of or attributable to the contractor's performance of the scope of work described in this RFP.
- 8) The contractor and any sub-contractors utilized for this project must possess the business licensing required to conduct business in the State of West Virginia.
- 9) The successful contractor must show evidence of liability insurance coverage in the amount of one million (\$1,000,000) dollars. Sub-contractors on this project must either have their own liability insurance coverage or be listed under the primary contractor's policy.
- 10) The contractor and any sub-contractors shall be fully responsible for the safety and supervision of their employees at all times while on county property.
- 11) The buildings will still be occupied while work is proceeding. The contractor shall be considerate of the building occupants and to the extent possible shall minimize disruption to the occupants.
- 12) By submitting a proposal for this project, the contractor hereby agrees with these Terms and Conditions.